



**HOUSING CHOICE VOUCHER [HCV] PROGRAM**  
**Summary of Proposed Changes to the 2017-2018 Administrative Plan**

**1. Chapter 4 – Establishing Preferences and Maintaining the Wait List.**

**Removal of Preferences for Current participating families with the City of Cincinnati and Hamilton County Ohio’s Tenant Based Rental Assistance Program (TBRA) and added additional 50 referrals for Referral from Strategies to End Homelessness**

**B. LOCAL PREFERENCES [24 CFR 982.207]**

- Referral from Strategies to End Homelessness up to 250 referrals.\*\* 30 points
- Current participating families with the City of Cincinnati and Hamilton County Ohio’s Tenant Based Rental Assistance Program (TBRA).\*\* 45 points
- Hamilton County Residency Preference \*\*100 points

**2. Chapter 11 – Housing Quality Standards and Inspections**

**Language was added to update unit standards in accordance with HQS Checklist and Handbook and to clarify overpayments due to abatement of HAP.**

**Abatement**

A Notice of Abatement will be sent to the owner, and the abatement will be effective the day after the repair deadline. For non-emergency repairs, the owner is given up to 30 calendar days to make the repair.

Abatements will go into effect the first of the month following the due date for repairs. If the owner makes repairs during the abatement period, payment will resume on the day the unit passes inspection. CMHA will recoup from future disbursements any amounts owed as an overpayment. Payments will be recouped from future of housing assistance payments. To avoid a hardship on the owner, for overpayments of two or more months may be paid in accordance with a repayment agreement to reimburse the funds.

CMHA will not abate a unit if the reinspection is delayed due to scheduling as long as the unit passes on the date of the initial reinspection.

No retroactive payments will be made to the owner for the period of time the rent was abated and the unit did not comply with HQS.

The steps outlined in this chapter does not prevent CMHA from taking other necessary measures for “corrective action” when necessary.

**3. Chapter 12 – Owner Rents, Rent Reasonableness and Payment Standards**

**Language was added to comply with new regulatory language for HCV program under HOTMA.**

**D. PAYMENT STANDARDS FOR THE VOUCHER PROGRAM [24 CFR 982.503]**

The Payment Standard is used to calculate the housing assistance payment for a family. In accordance with HUD regulations, and at CMHA's discretion, the Voucher Payment Standard amount is set by CMHA between 90 percent and 120 percent of the HUD published FMR. This is considered the basic range. CMHA reviews the appropriateness of the Payment Standard annually when the FMR is published. In determining whether a change is needed, CMHA will ensure that the Payment Standard is always within the range of 90 percent to 120 percent of FMR, CMHA may approve a higher payment standard up to 120 percent of the published FMR , if required as a reasonable accommodation for a family that includes a person with disabilities. CMHA will request HUD approval for payment standards in excess of 120 percent if needed as a reasonable accommodation for a family that includes a person with a disability.

#### **4. Chapter 13 Recertifications**

##### **Language added to clarify procedure**

CMHA's procedure for conducting annual recertifications will be:

- Schedule the date and time of appointments and mail and/or email a notification to the family and owner. If the family fails to attend the initial appointment, they will be rescheduled for a make-up day. If the family misses both appointments, they may contact their Housing Specialist or the HCV customer service department to reschedule. CMHA will make every attempt to work with a family to reschedule the recertification appointment before it proposes the family for termination of assistance. CMHA may elect to have a family recertify via mail-in.

##### **Completion of Annual Recertification**

It is CMHA's goal to have all recertifications for families completed before the anniversary date. This includes notifying the family of any changes in rent at least 30 days before the effective date of the change in the family's rent.